

Ishmel, Turnbough get Secretarial Excellence Awards

Carlise Ishmel of the Office of Procurement and Linda Turnbough of the Space Shuttle Program Office each recently received the Marilyn J. Bocking Secretarial Excellence Award in recognition of their exceptional contributions to the effective operation of the Johnson Space Center through professional competence and personal dedication.

Ishmel was recognized in February for her contributions as secretary to the deputy directory and assistant director of the Office of Procurement. This position requires her to have the first interface with all levels of management from JSC, other NASA centers, and many aerospace contractors. This first impression is an integral part of the visitor's thoughts, and it is essential that the right tone be established. Ishmel welcomes the visitors with enthusiasm and facilitates their visit with this organization.

Ishmel is responsible for coordinating and proofreading, for grammatical and procedural compliance, all procurement correspondence scheduled to go to center management. During the past year, the quality and timeliness of the procurement correspondence going forward has been uniformly consistent with standards. This is a result of her understanding of the process, her ability to work with the office secretaries, the program and center correspondence control activities to accomplish the work in a highly efficient manner.



Linda Turnbough, left, and Carlise Ishmel

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Ishmel's organizational skills are tested daily as she often juggles to post meetings to three calendars simultaneously. Her sense of diplomacy and tact are equally tested as she attempts to accommodate the many requests for time on the calendars of the directorate's staff. She has acquired the skill to screen, prioritize, and resolve any issues surrounding the organization of the daily work schedule.

The deputy director of procurement serves as the center ombudsperson and receives an average of 200 calls per month

from across the United States and international locations concerning procurement activities. Through her exposure to procurement documents, Ishmel has acquired a general knowledge of the procurement process.

Turnbough was recognized in March for her contributions as secretary to the manager, Space Shuttle Systems Integration Office. Her responsibilities represent a broad spectrum of administrative and technical skills. She efficiently handles routine office functions while seamlessly establishing

office operating procedures and protocols to meet the ever-changing environment dictated by fast-paced information management and contractual systems updates.

As the technical support staff within the Space Shuttle Systems Integration Office has been reduced due to retirements and transfers, Turnbough has willingly expanded her normal clerical and administrative responsibilities to include technical support to the office managers. She coordinates the efforts required to support the numerous space shuttle and International Space Station integration meetings managed by her office. She provides a process for documenting and tracking action items and provides for the preparation and maintenance of Flight Readiness Review documentation to support Space Shuttle Program milestones.

Turnbough actively supports the goals and objectives of JSC and the Space Shuttle Program by her regular participation as a volunteer during space shuttle missions in the Mission Control Center, Inspection Day, Safety and Total Health Day, and Open House. Her "can-do" attitude and care for personal safety and well-being are demonstrated by her contributions of time and effort as office fire warden and coordinator for the office's Voluntary Protection Program activities. ■

JSC retiree gets first AIAA Sustained Service Award

Retired JSC employee Norman Chaffee has been named one of 14 recipients nationally of the first American Institute of Aeronautics and Astronautics Sustained Service Awards for 2000. He was selected for the award in recognition of his sustained, significant service and consistent contributions to the AIAA.

"It is certainly satisfying to be recognized by my colleagues and the members of the AIAA by my selection to receive one of these meaningful new awards. Membership in AIAA and the opportunity it has given me to serve my profession over the years has been an honor and personally rewarding to me," Chaffee said.

A member of the AIAA since 1965, Chaffee served two terms as the organization's secretary of the Houston Section, one term as councilor, and one term as vice-chairman. He later served as section chairman from 1980 to 1981. He has served the Houston Section in a variety of volunteer positions throughout his career, and currently continues with a regular column in the Section's monthly newsletter.

Following his retirement from NASA in September 1996 after more than 30 years of service at JSC, Chaffee joined InDyne, Inc. as an education outreach assistant in JSC's Public Affairs Office. In this position, he is responsible for planning and implementing

educational outreach programs for students and teachers at all grade levels.

Chaffee served as deputy chief of the Automation, Robotics and Simulation Division from 1991 until his retirement. Previous assignments include manager of Systems Engineering and Integration for the Lunar/Mars Exploration Office from 1990 to 1991; deputy chief of the Propulsion and Power Division from 1980 to 1984 and 1987 to 1990; and assistant manager for Integration in the Systems Engineering and Integration Office of the Space Station Program Office from 1984 to 1987.

Chaffee will receive the award in May at the AIAA's Houston Section meeting. ■



NASA JSC Photo JSC2000e06310

Norm Chaffee

Employees earn Space Act Awards

Last year, NASA Headquarters recognized the work of a number of JSC employees with Space Act monetary awards. The awards were presented during a ceremony March 20. The following is a list of recipients.

TECH BRIEF AWARDS (\$150)

Eugene K. Ungar	<i>Technique for Control of Gas Generation</i>
Karen D. Pickering	<i>in an Anaerobic Biological Reactor</i>
Michael K. Ewert	<i>Vapor Compression Solar Refrigerator Without Batteries</i>
Scott A. Swan	<i>Rapid Prototype Production</i>
Charles L. Salkowski	<i>Intranet Electronic Drawing Review System (EDRS)</i>
Christopher J. Ortiz	
Lui Wang	<i>HyperMan-On-Line Hypermedia Documentation System</i>
James L. Lewis	<i>Electro-Mechanically Actuated Magnetic Ring with Load Sensing Feedback and Closed Loop Control Docking/Berthing</i>
Patrick W. Fink	<i>Portable Cell Phone Repeater</i>
Robert O. Shelton	<i>NASA QWhiz</i>
John T. James	<i>Automated Multi-Sorbent Tube Air Sampler (AMTAS)</i>
Richard L. Sauer	<i>Analyzing Water Samples for Non-Volatile Organic Compounds by Ion Exclusion Chromatography</i>
Albert Wetterstroem	<i>Skin Impedance Imaging System</i>
Albert Wetterstroem	<i>Intra-Aural Probe</i>
G. Dickey Arndt	<i>Medium Frequency Pseudo Noise Radar</i>
G. Dickey Arndt	<i>Microwave Treatment System for Prostate Cancer and Hyperplasia</i>

PATENT APPLICATION AWARDS (\$250)

William C. Schneider	<i>Energy Absorbing Protective Shroud</i>
William C. Schneider	<i>Advanced Structural and Inflatable Hybrid Spacecraft Module</i>
Chin H. Lin	
Horacio M. de la Fuente	
Gregg S. Edeen	
Linda F. Hess	
James D. Lester	
Jasen L. Raboin	
Kriss J. Kennedy	
Richard H. Malecki	
Bernard J. Rosenbaum	<i>Tubular Coupling</i>
Christopher S. Lovchik	<i>Compact Dexterous Robotic Hand</i>
Ted W. Tsai	<i>Compact, Stiff, Remotely-Actuable Quick-Release Clamp</i>
Richard L. Sauer	<i>Microwave Powered Sterile Access Port</i>
Daniel L. Feeback	<i>A Uni-Directional Cell Stretching Device</i>
Duane L. Pierson	<i>Evaluation of Biofilms and the Effects of Biocides Thereon</i>
Laksmi Putcha	<i>Preservation of Liquid Biological Samples</i>
Scott M. Smith	<i>A Urine Preservative</i>

SOFTWARE OF THE YEAR AWARD RUNNER-UP (\$2,500)

S. Michael Goza	<i>ENIGMA Software Tools</i>
Sharon P. Goza	

SPACE ACT BOARD AWARDS

Bernard J. Rosenbaum	<i>Rotary Blood Pump Ventricular Assist Device (VAD)</i>	(\$2,000)
Robert O. Shelton	<i>NASA Qwhiz</i>	(\$500)